



### **VOLUNTEER NEEDED FOR VACANCY ON BOARD**

May 6, 2017

There is a vacant position on the Board. If you, as an owner, are interested in serving and contributing in a very tangible way, please send a short bio to the Board in care of [JamesN@Bartleinc.com](mailto:JamesN@Bartleinc.com) for review. The Board normally meets once a month, typically on the 2<sup>nd</sup> Thursday of the month, at 6PM. Most meetings last about an hour and a half to 2 hours. Thank you for your consideration.

### **HOMELESS PERSON FOUND SLEEPING IN TRASH ENCLOSURE**

Recently, one of our residents found a homeless person sleeping in one of the trash enclosures. If you encounter such situation, please promptly call the Police or "911". It would be best to leave such person alone. Thank you.

### **ASPHALT REPLACEMENT CONSIDER**

The Board will be reviewing and consider various options to deal with the asphalt. Please stay tuned.

### **REPORT BURNT OUT LIGHT BULBS**

If you notice any common area light that is burnt out around the complex, please call or send an email to [JamesN@Bartleinc.com](mailto:JamesN@Bartleinc.com). For efficiency sake, please include all the specific details as to type and location. If able, please include a photo. Thank you.

### **NO DOGS ALLOWED OVER 25 LBS**

As a reminder, per the CC&R's, only one (1) dog is allowed per unit and no dogs are allowed in the complex weighing over 25 pounds...even visitor's dog. If you have a guest with an oversized dog, please ask your guest to leave the dog at home. Thank you.

### **INSURANCE INFO FOR REFINANCE**

If you are refinancing your home loan, your lender may need to obtain an insurance dec page. You may call Timothy Cline Insurance Agency at 800-966-9566 and ask for Natalie.

### **ALL EXTERIOR ALTERATIONS REQUIRE BOARD'S PRE-APPROVAL**

In order to keep things uniform, all exterior alterations (doors, windows, patio flooring, etc.) must have the Board's pre-approval. Otherwise, the Board will ask you to restore the altered item at your own cost or have it done and pass all related costs on to you. When in doubt, make your request known to the Board. To request for consideration, please email your request with specs, photos or plans to the Board, c/o Mgmt, at the address below. Please do so at least 7-10 days before a board meeting. Thanks.

### **MAINTENANCE CONCERNS? CALL MANAGEMENT**

If you see a maintenance issue around the complex, please call 569-1121 #204 or send an email to [JamesN@Bartleinc.com](mailto:JamesN@Bartleinc.com). Exterior maintenance may not always be the Association's responsibility but please contact Property Mgr, James Nguyen, for clarification.

### **ASSOCIATION TO REPAIR FAULTY PRESSURE REGULATOR AND BILL UNIT OWNER**

In order to prevent damage to the foundation, seepage to lower units, and wasting of water, the Association will be replacing a faulty (leaking or one that makes loud noise) pressure regulator if it is not dealt within a week or less after a notice is distributed to the unit. All related costs will be passed on to the unit owner.

**PLEASE CHECK FOR LATEST INFO  
ON ASSOCIATION WEBSITE**

The official website address for our Association is <http://EucalyptusGrove.org>. For your convenience, you can find important information and documents (CC&R's, By-Laws, Amendments, Guidelines, newsletters, agendas, minutes, notices, and other published correspondence) posted there. Many times the minutes have more information than what is in the newsletters. It is essential that all owners & residents are aware of the rules and regulations. In addition, if you have tenants, you are responsible for making sure they receive copies & comply with the rules. Thank you.

**NEW INFORMATION NEEDED**

It is important that information is kept current to ensure that all appropriate parties receive newsletters, e-mail or special mailings, and for emergency purposes. Also, to help you in your dealings with lenders, the Association keeps track of the owners / tenants ratio. Thank you.

**PLEASE CALL FOR FASTER RESPONSE  
WITH MAINTENANCE ISSUES**

If you have a maintenance issue, please call Management rather than sending an email. You may dial 805-569-1121 #204. Thank you.

**BOARD MEETING SCHEDULED;  
AGENDA ENCLOSED;**

The next monthly Board Meeting is scheduled for **Thursday, May 11, 2017, at 6PM**, at 7610 Hollister Ave (Meeting Room). Unless otherwise notified, the board meetings are usually on the 2<sup>nd</sup> Thursday of the month. All owners are welcome. If you have a specific request for the Board to review, please put it in writing and send it at least 10 days before the meeting (to the address below). The agenda is sent, posted at the mailbox area and/or posted on the website at least 4 days before.

The Association requires current contact information from all owners. If you move, have a change in renters or contact information, please provide that information to the Association at the address below.

If you rent, you are responsible to forward the newsletter to your tenants. Thank you.

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